



## **LIBRARY BOARD MINUTES**

**October 14, 2009**

**BOARD PRESENT:** Gail Bailey, Art Brodsky, David Chiles, Paulette Dickerson, Kay Kim, Jill Lewis, Otto Lewis, Lois Neuman

**STAFF PRESENT:** B. Parker Hamilton, Director; Regina Holyfield-Jewett, Recording Secretary

The Library Board meeting was convened by Chair Brodsky at 7:05 p.m.

### **APPROVAL OF THE PREVIOUS MINUTES:**

Minutes from the September 9, 2009 meeting were approved with corrections.

### **NEW BUSINESS:**

Otto Lewis met with Chevy Chase Friends of the Library (FOL) and Library Advisory Committee (LAC) to discuss Chevy Chase Library being the venue for a National Issues Forum. The Forum has previously been held at the University of Maryland, but due to budget constraints UMD could not host it this year. The Forum is sponsored by the Kettering Foundation and conducted by the Center on Civic Literacy. During these forums, community members (20 -30) come together to discuss issues. A certified moderator helps to facilitate the discussion.

The Agency Manager for Chevy Chase is agreeable to having the library be the venue for the Forum. The event will be sponsored and delivered by the Chevy Chase FOL and LAC.

Other branch LACs should be informed that hosting a Forum is possible, and arrangements can be facilitated through the Foundation. Otto Lewis to work with Michele Sellars, Public Services Administrator for Marketing and Community Engagement.

### **DIRECTOR'S REPORT:**

#### **Branch Activities**

Staff Development Day was held on October 12. Director Hamilton thanked those Board members who attended – Lois Neuman, Otto Lewis, David Chiles and Art Brodsky. Art Brodsky had the opportunity to address the staff and Rockville where he made a very heartfelt comment to staff about them making the difference in the lives of people. Mr. Leggett attended the event. He talked to staff at both Germantown and Rockville. He was accompanied by Gail Heath who is a field services coordinator with Municipal and County Government Employees Organization. The Union president, Geno Renne, was not able to attend. Mr. Leggett and Mr. Renne have made a

commitment to visit all County departments to talk to them jointly about the budgetary challenges being faced by the County. Staff Development Day was a good opportunity for them to come or otherwise they were going to have to visit twenty plus libraries. Mr. Leggett and Ms. Heath made presentations and staff were given the opportunity to ask questions. Many of the questions led Mr. Leggett to repeat his priority of keeping branch doors open even if it means long lines. He does not want to deny access to residents.

Director Hamilton distributed copies of an email that was sent to staff on Tuesday thanking them for their participation in Staff Development Day. The email gave an idea of what was done on that day and the results that MCPL hopes to achieve. One of the things that was tried was the use of technology to deliver training and there were some glitches. It was a great learning experience and the technology will be used again.

### **Report from the Rockville City Council**

Parking at the Rockville Center Parking Garage has been changed. Paid parking is currently in effect from 7:00 a.m. to 10:00 p.m. Monday through Friday. Paid parking is now in place for Saturday, but after receiving concerns from residents and businesses it has been changed. Effective this Saturday, parking on Saturdays will be free. The parking on weeknights will be a flat \$1.00 fee from 6:00 – 10:00 p.m., and that will go in effect two weeks from now.

### **Budget**

On October 12, MCPL submitted the FY10 Savings Plan. The Department was required to save \$845,000. It was done by reducing the materials budget by \$600,000 and getting the remainder from operating expenses including a reduction in the training budget. Because Gaithersburg will close for renovations April 2010, substitute, supply and Sunday money allocated for that branch were used towards the savings plan.

We have been asked to project a FY11 budget that reduces expenditures from FY10 by 8% or \$3M. MCPL must present a saving plan to the Office of Budget and Management (OMB) by December 3. With Mr. Leggett's priority of not reducing hours, this will be a real challenge.

Director Hamilton asked the Board members to please submit any ideas regarding the budget by the end of November.

*Discussion regarding what could be considered as options for the FY11 budget.*

The Department is in the process of doing program measures and getting prepared to go in front of CountyStat. Board members were invited to attend the CountyStat presentation on October 30 at 10:30 a.m. at the CountyStat Office on 255 Rockville Pike. The performance of the Department of Public Libraries will be reviewed.

### **Library Summit**

The Library Summit will be held on November 17 at the Universities of Maryland – Shady Grove. Eight hundred invitations have been sent out, but because it is on a week day, only approximately 150 are expected to attend. The planning committee is trying to get Thomas Friedman as the lunch speaker.

The FOL has agreed that the money left in the Learning Fund can be used to help fund the Summit (facilities, speakers, food, etc.). The Board was asked if they would also like to be sponsors for the Summit. After discussion, the Board's decision was to not help sponsor the Summit.

The Summit will serve as the Board's November meeting and the Joint Meeting. Any pressing issue can be handled via email. The LACs will be notified by email that there will not be a Joint Meeting in November. All LAC members and FOL core members will be invited to the Summit.

Beth Gochrach in the County Executive's Boards, Committees and Commissions Office will be notified that there will be no November Board meeting.

### **Friends of the Library**

A request will be made to the Friends of the Library, Montgomery County, Inc. for funds to implement the LEAP program.

### **UNFINISHED BUSINESS:**

#### **LEAP**

During the last meeting, the Board approved the policy of asking FOL to release funds from ten years ago that were restricted for a program that was tentatively called LEAP – Libraries Employment or Economic Assistance Program. Art Brodsky will be sending a letter to FOL lifting the restrictions on the funds. Parker Hamilton will follow-up with a request for the funds. The goal is have Mr. Leggett be able to announce information on LEAP at the November 17 Summit. Art Brodsky will keep the Board members updated on the status of request.

*Discussion regarding the restricted funds.*

### **LAC BUSINESS:**

**Aspen Hill** asked that their brochure be approved. The brochure was passed around for Board members to review. The Aspen Hill brochure was approved unanimously.

The **Silver Spring** FOL and LAC are strategizing as to how to keep attention on the pedestrian bridge. One of the things they would like to know is if the design for the new library could be unveiled at the October 24 bookfest. The design can only be released after Mr. Leggett has reviewed and approved it. Mr. Leggett will attend the bookfest and unveil the design if it meets his approval.

Art Brodsky had a conversation with Connie Latham, Special Assistant to the County Executive, regarding the **LAC Handbook**. Ms. Latham indicated that the issue with the handbook was the use of the word "lobbying" as opposed to "advocacy." Mr. Brodsky sent Ms. Latham an email and is waiting to hear back from her office. Once the corrections have been made that the County Attorney's Office requires, the handbook will be finalized without further review.

It was moved and seconded that all applicants for LAC membership be approved.

### **ADJOURNMENT:**

The meeting was adjourned at 8:35 p.m.

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B. Parker Hamilton